

# COAST LIFE SUPPORT DISTRICT

P.O. Box 1056, Gualala, CA 95445

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## AGENDA

### REGULAR MEETING OF THE BOARD OF DIRECTORS

>>> 4:30 pm Monday, May 20, 2013 <<<

Bill Platt Training Center

Coast Life Support District Station

38901 Ocean Drive, Gualala, CA 95445

1. Call to Order Toedter
2. Adoption of the Agenda
3. Minutes Approval
4. Privilege of the Floor – Public Comment
5. Old Business – Information or Action
  - Finance Update Rice
    - 3<sup>rd</sup> Quarter Financial Reports
  - FY2013-14 Budget and Supporting Resolutions – Action Rice
    - FY14 Preliminary Budget Resolution
    - FY14 Tax Rate Resolution
    - FY14 Ambulance Fees Resolution
    - FY14 Proposition 4 Limits Resolution
  - Board Planning Offsite Review – Action Toedter
    - Strategic Plan - Action
    - Committee Assignments – Action
  - Joint Executive Committee Update - Action Toedter
    - Approval of Consultant Project Phase - Action
6. New Business
  - Brown Act Training Perry
  - Weekly Urgent Care Hours Alternative Dodds
7. Reports
  - Treasurer
  - Board Officers – General
  - District Administrator
  - Write-offs Approval
8. Other
  - General announcements
9. Adjournment
- Scheduled Board of Director meetings (4:30 at Bill Platt Training Center unless otherwise noted):
  - June 24 (Tentative)



MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS  
April 28<sup>th</sup>, 2013

Call to Order. President Tom Toedter called the meeting to order at 8:30 a.m. Present: Directors Rice, Randolph, Schwartz, Perry, Provencher, and Dodds, and DA Foster.

Adoption of the Agenda. Director Schwartz moved to adopt the Agenda. Director Rice second, all ayes.

Approval of the March 18<sup>th</sup>, 2013 Minutes: Director Dodds moved to adopt the minutes. Director Schwartz second, all ayes.

Privilege of the Floor: Mr. Bill Osterland introduced himself as an observer.

Old Business: Action

- Audit. Treasurer Rice presented the re-issued audit, containing a revision removing a material finding. The auditor included an explanatory letter. Director Schwartz moved for the audit's acceptance, Director Dodds second, all ayes.

New Business

- District Board Team Building and Planning Exercise. President Toedter will work with the board officers to develop working documents for presentation to the board at the next meeting.

Adjournment. Director Randolph moved for adjournment, Director Dodds second, all ayes. Meeting adjourned at 4:00 pm.

Minutes approved:

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Date

## CLSD FY2013 3rd Quarter Budget vs. Actual

Q1-Q3 FY2013 \$ in 000's	<u>Budget</u>	<u>Actual</u> <u>(unaudited)</u>	<u>Variance \$</u> <u>Fav / (Unfav)</u>	<u>Variance %</u>
EMS				
Income				
Special Taxes	\$624.5	\$624.5	\$0.0	0.0%
Ambulance Income (net)	428.1	509.4	81.3	19.0%
Other	4.7	1.3	(3.4)	-72.3%
	<u>1057.3</u>	<u>1135.2</u>	<u>77.9</u>	<u>7.4%</u>
Expenses				
Personnel	745.6	753.8	(8.2)	-1.1%
Operations	99.7	94.7	5.0	5.0%
Overhead/Administration	42.3	42.1	0.2	0.5%
Other	13.5	7.5	6.0	44.4%
Interest & depreciation	75.4	52.5	22.9	30.4%
	<u>976.5</u>	<u>950.6</u>	<u>25.9</u>	<u>2.7%</u>
Net EMS	<u>\$80.8</u>	<u>\$184.6</u>	<u>\$103.8</u>	
AHUC				
Income-Special Taxes	\$148.9	\$148.9	\$0.0	0.0%
Expenses	177.7	166.6	11.1	6.2%
Net AHUC	<u>(\$28.8)</u>	<u>(\$17.7)</u>	<u>\$11.1</u>	
COMBINED	<u>\$52.0</u>	<u>\$166.9</u>	<u>\$114.9</u>	



Coast Life Support District  
Budget Comparison  
FY14 Preliminary Budget vs. FY13 Estimated Actual

(\$000)

<u>EMS PROGRAM</u>		<u>FY13 Est. Actual</u>	<u>FY14 Prelim</u>	<u>Change</u>
Income				
4000	Tax	913.1	913.1	--
4200	Ambulance	570.8	573.1	2.3
4x00	Other	4.3	3.6	(0.7)
	Total	1488.2	1489.8	1.6
Expense				
5000	Personnel	1042.6	1058.1	15.5
6000	Ambulance Ops	141.8	162.0	20.2
6700	Overhead	63.5	60.8	(2.7)
6900	Training	10.0	11.0	1.0
8000	Interest	4.0	4.0	
9000	Depreciation	68.7	79.1	10.4
	Total	1330.6	1375.0	44.4
<i>EMS Program Net</i>		<i>157.6</i>	<i>114.4</i>	<i>(43.2)</i>
<u>URGENT CARE PROGRAM</u>		<u>FY13 Est. Actual</u>	<u>FY14 Prelim</u>	<u>Change</u>
Income				
4000	UC Tax	197.0	197.4	--
Expenses				
7000	Urgent Care Program	207.2	238.1	30.9
<i>Urgent Care Program Net</i>		<i>(10.1)</i>	<i>(40.7)</i>	<i>(30.6)</i>

## BUDGET FORMULATION NOTES - FISCAL YEAR 2013-2014

### EMS INCOME Net change +\$1.6K

4000 Tax income forecast with *no changes*

4200 Ambulance Income + \$2.3K. *Changes based on (1) FY13 3<sup>rd</sup> Qtr collections averaging \$1551 per transport with no change in volume, and (2) reduction of income \$30K based on board action to raise Resident Discount to fifty percent.*

### EMS EXPENSE Net change +\$44.4K

5000 Personnel Expense +\$15.5K *Net Increase from FY13 Actual*

5200 Health Insurance +\$9.4K *To share 20% health insurance premium increase*

5300 Payroll Taxes (\$2.3K)

5350 CalPERS Increase +\$1.7K. *Reflects increase in 5400 Salaries and Wages.*

5400 Salaries and Wages +\$5.0K. *Multiple puts and takes, longevity step increases for Operations Mgr and BLS EMT crew.*

5500 Workers Comp Insurance +\$1.8K. *New payroll rate calculation.*

6000 Ambulance Operations/Overhead Net Increase +\$20.2K

6030 Consultants – EMS Medical Director +\$14.4K. *Net increase over actual FY13 budget increase for mid-year hiring*

6040 Dispatch Services +\$3.2K *Fact of Life fee increase.*

6100 Station/Crew Housing +\$2.0K *Slight increases in facility costs*

6300 Insurance (\$1K) *Reduced vehicle/liability insurance premium*

6500 Supplies and Equipment – *no change*

6700 Overhead/Administration (\$2.7K) *Many puts and takes, increased board expenses, reduce legal fees budget.*

6900 Training Programs +\$1K. *Slight increase of staff training budget, eliminate outside instructors.*

9500 Depreciation Expense +\$10.4K *Depreciation on new ambulance (ten year) and FY14 Capital Equipment Purchase EKG monitor ~\$32K (five year depreciation)*

### UC INCOME No change

### UC EXPENSE Net change +\$30.9K

7010 Election Expense (April 2014) +\$30K.

7130 TeamHealth (Urgent Care triage line) +\$0.9K *Annual increase in contract*

*Note: No budget yet for Urgent Care Consultant Services; this will come out of reserves if approved and included in the FY14 Final Budget*

## COAST LIFE SUPPORT DISTRICT

RESOLUTION No: \_\_\_\_\_

### ADOPTION OF PRELIMINARY BUDGET FOR FISCAL YEAR 2014

WHEREAS, Coast Life Support District Board of Directors, Finance Committee and Staff have reviewed the current financial position for the past year, and

WHEREAS, the District has a need to maximize its revenues, including maintaining the benefit assessment special tax rates as approved by the voters for Emergency Medical Services, and

WHEREAS, the District has reviewed the Ambulance billing charges, in order to maximize revenue while maintaining rates consistent with medical cost inflation,

WHEREAS, the District will require the full assessment as authorized for Urgent Care services in order to fully fund the current program and provide adequate funds for development of any potential future after hours program and any other authorized use, and

WHEREAS, the District Board of Directors will approve any expenditures of Urgent Care funds in support of, but beyond current program, and

WHEREAS, Reserve funding must remain at prudent levels to support contingencies and capital replacement requirements, and

WHEREAS, Coast Life Support District anticipates Revenues of the following:

Sonoma County	\$457,426
Mendocino County	\$652,720
Ambulance Billings	\$573,106
Training Class Fees	\$2,000
Miscellaneous	<u>\$1,600</u>
Total Budgeted Revenue	\$1,686,852

WHEREAS, the following Expenditures will provide the resources necessary to meet the established objectives for the next Fiscal Year:

Ambulance Operations	\$1,220,104
District Administration & Overhead	\$60,842
Training Programs	\$11,000
Urgent Care Program	\$238,076
Interest & Depreciation	\$83,135
Reserve Fund Expense	<u>\$73,695</u>
Total Budgeted Expenditures	\$1,686,852

BE IT RESOLVED that the Board of Directors authorize its Officers, Administrator and Staff to make expenditures necessary to operate the Ambulance service and all Authorized programs,

BE IT FURTHER RESOLVED that the Board of Directors authorized the above amounts for the Coast Life Support District's Budget for Fiscal Year 2014.

The above resolution was introduced by Director \_\_\_\_\_, who moved its adoption, seconded by Director \_\_\_\_\_, and passed and adopted on this 20<sup>th</sup> day of May 2013 by the following roll call vote:

Directors:      Toedter  
                    Randolph  
                    Rice  
                    Schwartz  
                    Dodds  
                    Perry  
                    Provencher

Ayes:              Noes:              Abstain:              Absent:

WHEREUPON, the President declared the foregoing RESOLUTION adopted and SO ORDERED.

//signed//  
Will Randolph, Secretary

**COAST LIFE SUPPORT DISTRICT  
RESOLUTION No. \_\_\_\_\_**

**ADOPTION OF TAX RATE FOR FISCAL YEAR 2014**

WHEREAS, in April 2012 the voters of the Coast Life Support District authorized the District Board of Directors to levy a Special Tax of up to \$44 per benefit unit to support Emergency Medical Services, and

WHEREAS, in June 1997, the voters of the District approved a Special Tax assessment of up to \$18 for a developable parcel, and \$36 for a developed parcel, to support After Hours Urgent Care,

WHEREAS, Coast Life Support District's budget for Fiscal Year 2014 requires a Special Tax rate of \$44 per benefit unit for Emergency Medical Services and \$18/\$36 Special Tax for developable/developed parcels to provide Urgent Care,

BE IT RESOLVED that the Special Tax rate of \$44 per benefit unit for Emergency Medical Services, plus \$18/\$36 per parcel for Urgent Care, be assessed accordingly to parcels in the District,

BE IT FURTHER RESOLVED that the Coast Life Support District renews its agreements with the appropriate offices of Mendocino and Sonoma Counties for collections of the assessments through the property tax rolls.

The above RESOLUTION was introduced by Director \_\_\_\_\_, who moved for its adoption, seconded by Director \_\_\_\_\_, and passed on this 20<sup>th</sup> day of May 2013 by the following roll call vote:

Directors:    Toedter  
                  Randolph  
                  Rice  
                  Schwartz  
                  Dodds  
                  Provencher  
                  Perry

Ayes:            Noes:            Abstain:            Absent:

WHEREUPON, the President declared the foregoing RESOLUTION adopted and SO ORDERED.

//signed//  
Will Randolph, Secretary



**COAST LIFE SUPPORT DISTRICT  
RESOLUTION No. \_\_\_\_**

**ADOPTION OF AMBULANCE RATES FOR FISCAL YEAR 2014**

WHEREAS, the Coast Life Support District last adjusted the rates at which Ambulance Services are billed in June of 2012, and

WHEREAS, the rates are intended to reflect the actual operating costs of the ALS Ambulance, and

WHEREAS, with the passage of AB 2091 Berg, as of January 1, 2007, the District may charge Residents and Taxpayers of the District a Fee for Service Rate less than that of Non-Residents and Non-Taxpayers, and

WHEREAS, the District recognizes the disparity between what a Resident/Taxpayer actually pays for services versus what a Non-Resident/Non-Taxpayer pays, vis-à-vis their parcel tax contribution, and

WHEREAS, as Resident/Taxpayer is defined as either having a mailing address within the District or owning property within the District or both,

BE IT THEREFORE RESOLVED that the rate schedule adopted, effective June 1, 2012 and in effect until changed by resolution, be as follows:

**BASIC CHARGES:**

BLS Non-Emergency	\$1039
BLS Emergency	\$1527
BLS Emergency/Night	\$1652
ALS I Non-Emergency	\$2622
ALS I Emergency	\$3134
ALS I Emergency/Night	\$3532
ALS I Emergency/EKG	\$3336
ALS I Emergency/EKG/Night	\$3529
ALS II Emergency	\$3669
ALS II Emergency/Night	\$3883
Mileage per mile	\$34
Oxygen	\$156
EKG	\$218
BLS Treat and Release	\$195
ALS Treat and Release	\$480
Late Payment Fee	\$12

AND BE IT FURTHER RESOLVED, that Resident/Taxpayers will receive a fifty percent reduction in the balance owed after third-party payments, if any,

AND BE IT FURTHER RESOLVED, that these charges be reviewed annually and changes included in the Budget for the following year.

The above RESOLUTION was introduced by Director \_\_\_\_\_, who moved for its adoption, seconded by Director \_\_\_\_\_, and passed on this 20<sup>th</sup> day of May, 2013,

WHEREUPON, the President declared the foregoing RESOLUTION adopted and SO ORDERED.

Will Randolph, Secretary

**COAST LIFE SUPPORT DISTRICT  
RESOLUTION No. \_\_\_\_\_**

**RESOLUTION OF THE BOARD OF DIRECTORS OF COAST LIFE SUPPORT  
DISTRICT, STATE OF CALIFORNIA, ADOPTING THE PROPOSITION 4  
APPROPRIATION LIMIT FOR THE FISCAL YEAR 2013-2014**

WHEREAS, each fiscal year a Proposition 4 limit must be established; and

WHEREAS, Proposition 111, Article XIII B, requires the Board of Directors of the Coast Life Support District to choose and adopt a certain method to increase this limit every year; and

WHEREAS, the Coast Life Support District had approved and adopted an Appropriation Limit for Fiscal Year 2011-2012 of \$1,337,071; and

WHEREAS, the Coast Life Support District has chosen the California Per Capita Personal Income and the Sonoma County Population Change Percentage factors in establishing the Proposition 4 limit; and

WHEREAS, the Coast Life Support District conducted an election on April 10, 2012 wherein the voters of the District passed a measure to increase the Emergency Medical Services tax rate from \$32 to \$44 per unit of benefit and to increase the appropriation limit to permit spending of the revenue raised by the tax, yielding an annual tax revenue increase of \$225,300, and

WHEREAS, the Board of Directors of the Coast Life Support District calculates the new Appropriation Limit to be \$1,364,711 based on the sum of the tax income increase and the annual percentage change for the California Per Capita Personal Income which is 1.0512% and the local population growth change which is 1.0055%,

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coast Life Support District hereby adopts a new Appropriation Limit in the amount of \$1,364,711 for the Fiscal Year 2013-2014,

THE FOREGOING RESOLUTION was introduced by Director \_\_\_\_\_, who moved its adoption, seconded by Director \_\_\_\_\_, and then adopted by the following vote on the 20<sup>th</sup> day of May, 2013

Director Toedter _____	Director Randolph _____	Director Rice _____
Director Dodds _____	Director Perry _____	Director Schwartz _____
Director Provencher _____		

Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_ Absent: \_\_\_\_\_

WHEREUPON, the President declared the foregoing RESOLUTION adopted and

SO ORDERED

\_\_\_\_\_  
Will Randolph, Secretary to the Board

# Six Pillars of Character

- **TRUSTWORTHINESS** -- integrity, honesty, promise-keeping, loyalty.
- **RESPECT** -- courtesy, civility, decency, dignity, autonomy, diversity, tolerance, Golden Rule
- **RESPONSIBILITY** -- duty, accountability, pursuit of excellence, self restraint
- **FAIRNESS** -- openness, consistency, impartiality
- **CARING** -- kindness, compassion, empathy
- **CITIZENSHIP** -- lawfulness, common good

Josephson Institute of Ethics

## The Five Principles of Public Service Ethics

1. **Public Interest** Public office is a trust to be used only to advance public interests, not personal gain.
2. **Objective Judgment** Decisions are to be made on the merits, free of partiality or prejudice and unimpeded by conflicts of interest.
3. **Accountability** Government is to be conducted openly, efficiently, equitably and honorably so the public can make informed judgments and hold public officials accountable.
4. **Democracy** Honor and respect democratic principles; observe the letter and spirit of laws.
5. **Respectability** Safeguard public confidence in the integrity of government by avoiding appearances of impropriety and conduct unbefitting a public official.

Josephson Institute of Ethics

**Coast Life Support District  
D R A F T -- STRATEGIC PLAN 2013 – 2016**

## Mission Statement

*DRAFT - To provide and promote high quality healthcare services, facilities, emergency care and health education to all District residents and visitors.*

## Vision Statement

*To expand healthcare services within the District and obtain the funding to support these services.*

## Core Values

### RECOMMENDATION for Consideration

- **Trustworthiness:**
  - Honesty (in conduct and in communications),
  - Integrity (a "oneness" or consistency, walk the talk),
  - Loyalty (personal and institutional or "dog and cat" loyalty),
  - Reliability or promise keeping.
- **Respect:** Autonomy, Courtesy, Civility, Decency, Tolerance.
- **Responsibility:** doing one's Duty, Accountability, Self-restraint, Pursuit of excellence.
- **Fairness:** (difference between procedural and substantive) Openness, Consistency, Impartiality
- **Caring:** Kindness, Compassion, Empathy
- **Citizenship:** Lawfulness, Pursuit of the common good.

From the concept of Responsibility come a subset of 5 Principles of Public Service Ethics: public interest, objective judgment, accountability, support of democratic principles, and respectability

# Coast Life Support District

## D R A F T -- STRATEGIC PLAN 2013 – 2016

### Executive Summary

Focus Area	Strategic Focus Statement	Major Goals	Priority/ Time Line
<b>Governance</b>	To build a strong, healthy community based and elected board to lead the District	<ul style="list-style-type: none"> <li>• Strengthen the health and well-being of board including the review and development of board policies, embracing professionalism, periodically reviewing bylaws, defining and modeling meeting protocols (i.e., Brown Act), educating the board, and ensuring strong ethics and excellent governance</li> <li>• Develop metrics for reporting goal accomplishment to the board and public at least twice annually</li> <li>• Create a Board Governance Committee</li> </ul>	
<b>Funding</b>	Secure the necessary public and private funding sources to sustain the achievement of the mission	<ul style="list-style-type: none"> <li>• Create a fund development plan and understand local community funding sources other than taxation as well as examine taxation through parcels</li> </ul>	
<b>Finance</b>	To operate and financially manage the organization for effectiveness, efficiency and accountable utilization of resources	<ul style="list-style-type: none"> <li>• Create a finance policy regarding the utilization of District reserves (refer to Finance Committee)</li> <li>• Develop a better understanding of the RCMS financial picture</li> </ul>	
<b>Public and Community Relations</b>	To effectively communicate with the community we serve and ensure the public remains informed about the operations and strategies of the District	<ul style="list-style-type: none"> <li>• Adopt a communications strategy that includes a community communications plan, strengthen and increase community relations, and improve the inter-governmental relations (i.e. with elected officials)</li> <li>• Strengthen outreach to all community members through such actions as creating committee protocols to allow members of the public to serve on committees, explore the surveying of patients served and increased board involvement in community outreach and contacts development</li> </ul>	

## Coast Life Support District D R A F T -- STRATEGIC PLAN 2013 – 2016

		<ul style="list-style-type: none"> <li>• Clarify goals and expectations with RCMS focused on improving relations</li> <li>• Survey and improve relations with District partners (i.e. fire departments)</li> </ul>	
<b>Programs</b>	Provide the strongest possible programs to assure the achievement of the vision and mission	<ul style="list-style-type: none"> <li>• Complete consultants study regarding District services and feasibility to enhance services</li> <li>• Re-gain after hours urgent care at a cost voters will approve through a ballot measure and exploring a Request for Proposal (or Request for Interest) process to provide urgent care</li> <li>• Continue to upgrade EMT and paramedics scope of practice and training</li> <li>• Identify partner(s) for enhanced healthcare services (i.e. advanced health care services, assisted living, skilled nursing facility)</li> </ul>	
<b>Long Term Goals</b>	To look beyond the current operating years and project longer-term strategies to enhance the District outcomes	<ol style="list-style-type: none"> <li>1. Examine parcel tax distribution options</li> <li>2. Develop programs, services and a facilities master plan that support aging in place within the District</li> <li>3. Increase public education and community relations based upon current and continued efforts</li> <li>4. Continue to develop enhanced protocols for paramedics and EMT's</li> <li>5. Coordination of disaster planning among the counties served by the District</li> <li>6. Explore succession and leadership planning for board and staff</li> </ol>	

**Coast Life Support District  
District Administrator's Report  
May 20, 2013**

1. Finance.
  - a. Current Year Execution. We're ahead of the game financially at the Third Quarter, and right on track with volume forecasts.
  - b. FY14 Budget. The only change from the FY13 program is an increase in the health insurance allowance by ten percent, to share the twenty percent increase experienced by staff this year.
  - c. Capital Replacement Reserve Program. We are now in the position of being able to build reserves for replacement of capital items, e.g. ambulances, EKG monitors, and the facility itself. The current Preliminary Budget does not address these, but over the summer I will be working with Director Perry to develop a plan for inclusion in the Final Budget due this fall.
2. Operations.
  - a. New Ambulance. The new Mercedes Sprinter is in service and already highly popular with the crew. Patient comfort, particularly important on long transports, is greatly improved. High mileage, greater maneuverability, low maintenance costs, and superior interior design all contribute to the improved performance.
3. Disaster Preparedness. April is our month to review all disaster plans, check supplies inventory, and test all systems. Bronwyn Golly is now taking the lead on these.
  - a. We held a HAM radio operators drill involving all District-area fire departments and Sonoma County. With the help of the operators, we have designed a new medical status reporting protocol and forms for use at the local and County levels.
  - b. We will be replacing our ancient generator this year due to total failure, an unexpected but not onerous expense (\$3-5K).
4. Staff.
  - a. Scope of Practice. We are meeting in early June with Dr. Howard Backer, the Director of the California State Emergency Medical System program. We have designed a set of protocol enhancements specifically designed for extended transport times (>1 hour) and will be asking for his support in their adoption locally, as well as our recommendation that the State adopt our system for other ALS units with long transport times.
  - b. Employee Handbook. After two years of modification cycles, we have completed the Employee Handbook and will submit it to the board for approval at the next opportunity. I would request appointment of two Directors to review and recommend approval.
5. Interagency Coordination. We continue in a leadership role with Sonoma County Sheriff's Office in developing a multi-agency coastal incident response plan. Our Coast Command radio network is the first and most significant step in addressing this need, and should be up by the fall.
6. Mendocino County EOA. We were pleased and moved with the public response to the Mendocino County study of ambulance services throughout the county. Recent conversations with Supervisor Hamburg and Supervisor Carrillo have been positive, and we have little reason to be concerned at this point.
7. REDCOM. I end my two years as President of the REDCOM Board of Directors in June, and will assume both the Treasurer position and the Chair of the Facilities Expansion subcommittee. My strategic goals were Space, Finance, and Technology.
  - a. Space. To accommodate growing population and the addition of Petaluma Fire Protection District, we require a \$1.3M expansion in the Sheriff's Office building. Fortunately, I was able to secure a \$200K/year grant from the Graton Rancheria Casino Mitigation Funds. This will relieve the REDCOM member agencies of significantly increased user fees.

**Coast Life Support District  
District Administrator's Report  
May 20, 2013**

- b. Finance. We have developed a strategy to prepare the public for a communications user tax initiative in two years, similar to the .07 tax on telephone lines. This will help fund growth without going to member agencies.
- c. Technology. We have developed a strategic plan to stay abreast of federal technology initiatives, including the SF Bay-area BAYRICS microwave expansion program, and a pilot program developed with CalFIRE for improved situational awareness in dispatch and event coordination.

Respectfully submitted,

Scott Foster  
District Administrator



**Coast Life Support District**  
**Accounts Receivable Status**  
**March-13**

ALS Transports	19
BLS Transports	8
Dry Runs	31
ALS/BLS Treat & Release	7
<b>Total Activity</b>	<b>65</b>

*Accounts Receivable Balance 02/28/2013*                      \$    392,386.92

Ambulance Revenue    \$    119,098.70

Payments Received    \$    (61,189.76)

Write-Offs:

MediCare Required    \$    (82,931.94)

Medi-Cal Required    \$    (16,861.66)

Collections Agency    \$    (11,713.00)

Other Adjustments    \$    (2,864.87)

District Resident Discount                                      \$    (1,283.79)

**Total Write-Offs for This Month**                              \$    (115,655.26)

*Accounts Receivable Balance @3/31/2013*                      \$    334,640.60

CURRENT    \$    113,558.05

31-60 Days    \$    49,358.18

61-90 Days    \$    51,047.92

91+ Days    \$    120,676.45

*Aging Report Balance @ 3/31/2013*                              \$    334,640.60

*Payment Plan Accounts 17 @ \$23,889.33*

**Cash on Hand**

FAMIS Account    \$    517,048.60

Redwood Credit Union Checking                              \$    105,969.95

**Total Cash on Hand**    \$    623,018.55

Board Approval/Secretary: \_\_\_\_\_ (Date)

**Coast Life Support District**  
**Accounts Receivable Status**  
**April-13**

ALS Transports	25
BLS Transports	3
Dry Runs	26
ALS/BLS Treat & Release	0
<b>Total Activity</b>	<b>54</b>

*Accounts Receivable Balance 03/31/2013*                      \$    334,640.60

Ambulance Revenue	\$    131,085.10
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Payments Received	\$    (42,981.77)
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Write-Offs:

MediCare Required	\$    (73,372.00)
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Medi-Cal Required	\$    (32,062.65)
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Collections Agency	\$    (18,833.10)
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Other Adjustments	\$    (10,053.52)
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District Resident Discount	\$        (950.54)
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<b>Total Write-Offs for This Month</b>	<b>\$    (135,271.81)</b>
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*Accounts Receivable Balance @ 04/30/2013*                      \$    287,472.12

CURRENT	\$    135,371.94
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31-60 Days	\$     20,755.73
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61-90 Days	\$     20,358.80
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91+ Days	\$    110,985.65
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*Aging Report Balance @ 04/30/2013*                      \$    287,472.12

*Payment Plan Accounts 19 @ \$23,423.62*

**Cash on Hand**

FAMIS Account	\$    628,099.87
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Redwood Credit Union Checking	\$    219,751.14
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<b>Total Cash on Hand</b>	<b>\$    847,851.01</b>
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Board Approval/Secretary: \_\_\_\_\_ (Date)